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20 July 1983

MEMORANDUM FOR: Chief, Security Analysis Group

FROM: [REDACTED] 25X1
Chief, Exposures Branch
Security Analysis Group

SUBJECT: Information Security Oversight Office
(ISOO) reporting requirements

1. An ISOO general meeting for executive agencies was held at GSA on 20 July 1983. [REDACTED] Director of Office of Information Services was the Agency representative. [REDACTED] of the Office of General Counsel and the undersigned were observers. [REDACTED] 25X1 25X1

2. ISOO wants reporting on the following:

(a) Any leaks the Agency feels compelled to report to the Department of Justice 25X1

or

(b) Any instance where as a result of a systematic breakdown, a serious situation results in which classified information has been disclosed to unauthorized persons i.e., faulty Agency instructions, dissemination to excessive numbers, etc.

Suggested reporting methods are:

(a) Carbon copy of DOJ referral

or

(b) If Agency is concerned about the proliferation of sensitive information, simply inform ISOO that a leak has occurred and an ISOO representative can come to the Agency if further information is required. [REDACTED] 25X1

Jerry Rubino, DOJ raised the point that Criminal Division, DOJ, is sometimes uneasy about reporting to third agencies before they do an investigation of a matter. [REDACTED] 25X1

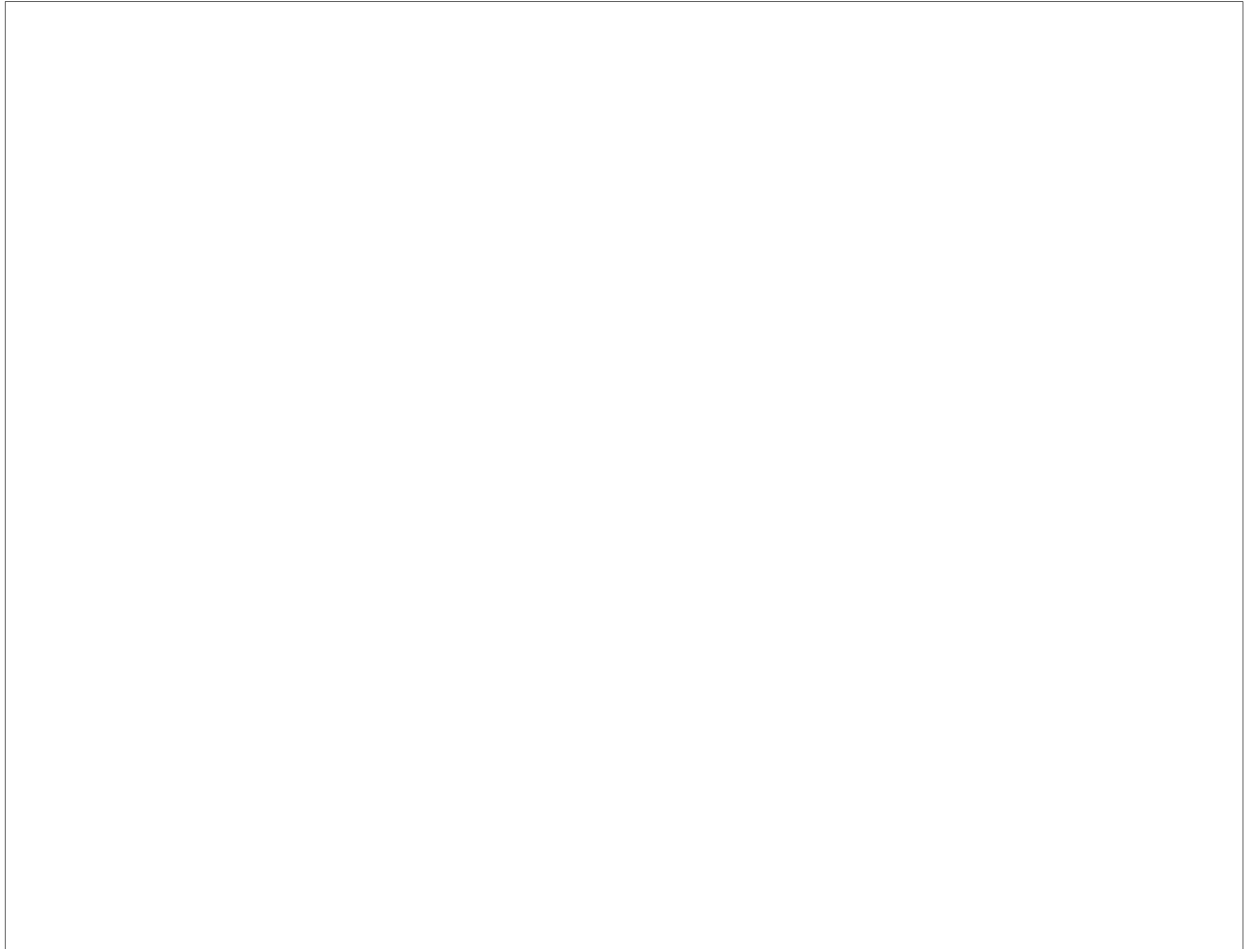
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3. Mr. Garfinkle will coordinate with DOJ and send a letter to [redacted] regarding the reporting requirements. [redacted] will call a meeting of OIS, OGC and OS. It is hoped that we can get by with simply reporting numbers.



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